

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 28 AUGUST 2018 COMMENCING AT 11.44AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers, Cr. N H Chandler, Cr. G B McMullen, Cr. W M Newman, Cr. C J O'Neil, Cr D J Scheffe, Cr. J M Stanford and Chief Executive Officer – Julie Reitano in attendance.

AS REQUIRED

Director Corporate, Community & Commercial Services – Sharon Frank.

WELCOME

The Mayor welcomed all present and declared the meeting open at 11.44am.

APOLOGIES

Resolution No. SM/08.2018/01	
Moved Cr O'Neil	Seconded Cr Scheffe
That apologies be received and leave of absence granted for Cr. Flynn for this meeting.	
CARRIED	8/0

BUSINESS

Resolution No. SM/08.2018/02	
Moved Cr McMullen	Seconded Cr Chandler
That:	
<p>1. Council receive Items C.1 – C.6 as tabled, with these matters to lay on the table for further consideration at a future meeting to allow additional advice to be sought and received by all parties prior to further deliberation of these items:</p> <p style="margin-left: 40px;"> C.1 POLICY DISCUSSIONS - DRAFT MARANOA REGIONAL COUNCIL ACQUISITION OF LAND AND ASSESSMENT OF COMPENSATION POLICY C.2 UPDATE ON FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 14019137 C.3 UPDATE OF FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 14019178 C.4 UPDATE ON FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 15009822 C.5 UPDATE ON FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 15014665 C.6 UPDATE ON FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 14015507 AND ASSESSMENT NO. 14015465 </p> <p>2. Council's deliberations be limited to consideration of items C.7 – C.10 inclusive for this meeting.</p>	
CARRIED	7/1
Mayor Golder called for a division of the vote.	
The outcomes were recorded as follows:	
Those in Favour of the Motion	Those Against the Motion
Cr. Chandler	Cr. Chambers
Cr. Golder	
Cr. McMullen	

Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

CONFIDENTIAL ITEMS (Discussed in closed session)

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss Items C.7 – C.10, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (b) industrial matters affecting employees;
- (c) the local government budget;
- (e) contracts proposed to be made by it;

Resolution No. SM/08.2018/03	
Moved Cr Chambers	Seconded Cr O'Neil
That Council close the meeting to the public at 11.49am.	
CARRIED	8/0

Cr. O'Neil declared a perceived 'Conflict of Interest' in item C.8 – Payroll Review, due to him holding the position of South West District Board Member for the Local Government Association of Queensland (LGAQ) Executive Board. Cr. O'Neil receives reimbursement for expenses incurred in attending business pertaining to his position on the LGAQ Executive Board. In the instance of the proposed approach being approved, the engagement could be made in accordance with section 234 of the *Local Government Regulation 2012*. Council is not required to invite written quotes from multiple entities if the contract is entered into under an LGA arrangement (LGAQ/Local Buy). Cr. O'Neil noted that advice would be sought regarding this interest for future meetings and left the Chamber at 11.59am, taking no part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. O'Neil returned to the Chamber at 12.06pm.

Resolution No. SM/08.2018/04	
Moved Cr O'Neil	Seconded Cr McMullen
That Council open the meeting to the public at 12.36pm.	
CARRIED	8/0

Item Number: C.7 **File Number:** D18/68003

SUBJECT HEADING: TENDER 19004 - ROMA FLOOD MITIGATION PROJECT
 STAGE 2A - STRUCTURAL CONCRETE WORKS TENDER

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Council publicly invited suitably qualified and experienced contractors to submit a schedule of rates for the supply of materials and construction of concrete structures at the Roma Flood Mitigation Project.

The tender period opened on 27 July 2018 with a closing date of 20 August 2018.

The responses were reviewed by an evaluation panel and the report submitted for Council's consideration.

Resolution No. SM/08.2018/05	
Moved Cr Scheffe	Seconded Cr McMullen
That Council:	
<ol style="list-style-type: none"> 1. Select Stapleton Carpentry & Concreting Pty Ltd as the recommended tenderer for Tender 19004 – Roma Flood Mitigation Project Stage 2a – Structural Concrete Works Tender. In awarding the tender to a 5 star Local Business, Council is satisfied that the offer represents value for money and permits development of competitive local business and industry, in accordance with Section 104(3) of the <i>Local Government Act 2009</i>. 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Stapleton Carpentry & Concreting Pty Ltd, noting the tendered value of \$786,897.84 inclusive of GST, and form a contract by way of purchase order if the final terms are acceptable. 3. Assign the expenditure to WO 15201 (Roma Flood Mitigation Stage 2a). 	
CARRIED	8/0

Responsible Officer	Manager - Procurement & Commercial Services
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Cr. O'Neil declared a perceived 'Conflict of Interest' in the following item, due to him holding the position of South West District Board Member for the Local Government Association of Queensland (LGAQ) Executive Board. Cr. O'Neil receives reimbursement for expenses incurred in attending business pertaining to his position on the LGAQ Executive Board. In the instance of the proposed approach being approved, the engagement could be made in accordance with section 234 of the *Local Government Regulation 2012*. Council is not required to invite written quotes from multiple entities if the contract is entered into under an LGA arrangement (LGAQ/Local Buy). Cr. O'Neil left the Chamber at 12.40pm, taking no part in discussion or debate on the matter.

Item Number: C.8 **File Number:** D18/67391

SUBJECT HEADING: PAYROLL REVIEW

Officer's Title: Director - Corporate, Community & Commercial Services

Executive Summary:

The report proposed the commencement of the 2018/19 internal audit program with a review of the Payroll system and processes and proposed the scope and approach.

Resolution No. SM/08.2018/06	
Moved Cr Newman	Seconded Cr McMullen
That:	
<ol style="list-style-type: none"> 1. Council engage LGE Operating Company Pty Ltd T/A Peak Services to undertake a payroll review. 2. The engagement be made in accordance with section 234 of the <i>Local Government Regulation 2012</i>. Council is not required to invite written quotes from multiple entities if the contract is entered into under an LGA arrangement (LGAQ/Local Buy). 3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with LGE Operating Company Pty Ltd T/A Peak Services and form a contract by way of purchase order if the final terms are acceptable. 4. The expenditure be assigned to GL 2704 (Internal Audit). 5. Endorse additional expenditure up to a maximum of one (1) extra day at the quoted rate, for the purpose of mentoring the payroll team members on the findings from the review. 	
CARRIED	7/0

Responsible Officer	Director - Corporate, Community & Commercial Services
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At cessation of discussion and debate on the abovementioned item, Cr. O'Neil returned to the chamber at 12.42pm.

Item Number: C.9 **File Number:** D18/66475

SUBJECT HEADING: RENEWAL - AUTOMATED TITLES SYSTEM AGREEMENT

Officer's Title: Lead Rates and Utilities Billing Officer/Systems Administrator

Executive Summary:

Council's current agreement with the Department of Natural Resources, Mines and Energy expired on 30 June 2018. A new agreement is required to continue using the service for another five (5) years.

Resolution No. SM/08.2018/07

Moved Cr Newman

Seconded Cr Chandler

That Council:

1. Enter into the Agreement for Local Government access to Automated Titles System (ATS) Online Information Systems for a further five (5) years – 1 July 2018 to 30 June 2023; and
2. Authorise the Chief Executive Officer to sign the Agreement.

CARRIED

8/0

Responsible Officer	Lead Rates and Utilities Billing Officer/Systems Administrator
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Item Number:

C.10

File Number: D18/68120

SUBJECT HEADING:

LOCAL EMERGENCY COORDINATION COMMITTEE EXERCISE

Officer's Title:

Chief Executive Officer

Executive Summary:

The report tabled a suggestion put forward by Cr McMullen.

Resolution No. SM/08.2018/08

Moved Cr McMullen

Seconded Cr Chandler

That Council:

1. Authorise the Chief Executive Officer (or delegate) to seek grant funding that may be available to purchase generators for the communities of Yuleba and Injune to guarantee power supply and communications in the event of an emergency.
2. Seek estimates for the purchase of the required generators.
3. Be provided a further report for further consideration should funding opportunities arise.

CARRIED

8/0

Responsible Officer	Local Disaster Coordinator / Project Officer – Emergency Management
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 12.55pm.

These Minutes are to be confirmed at the next Council Meeting to be held on 12 September 2018 at the Roma Administration Centre.

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Mayor.

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Date.